

VIRGINIA DEPARTMENT OF STATE POLICE CRIMINAL FIREARMS CLEARINGHOUSE

(All entries on this form must be typewritten or in ink. Review instructions on back of form.)

GENERAL INFORMATION				
1. Date of Report	2. Agency Reporting		3. Agency ORI	
4. Agency Reporting Case No.	5. Investigating Officer Name (Last, First, Middle Initial)			
DESCRIPTION OF FIREARM				
6. Manufacturer		7. Type		8. Model
9. Caliber or Gauge	10. Magazine or Cylinder Capacity	11. Barrel Length	12. Finish	13. Serial No.
14. Country of Origin <input type="checkbox"/> United States <input type="checkbox"/> _____ Importer: _____				15. Other Identifying Marks
LAW ENFORCEMENT POSSESSION INFORMATION				
16. Law Enforcement Possession Date: _____ <input type="checkbox"/> Seized <input type="checkbox"/> Other (Explain) _____ <input type="checkbox"/> Found <input type="checkbox"/> Forfeited _____				17. Disposition of Firearm
18. Crime Committed with Firearm <i>(example 18.2-308)</i>		19. Description under which the firearm came into possession of the law enforcement agency.		
PERSON FROM WHOM FIREARM WAS TAKEN				
20. Last Name		21. First Name		22. MI
23. Address		24. City	25. State	26. Zip Code
27. Date of Birth	28. Social Security Number		29. Race	30. <input type="checkbox"/> Male <input type="checkbox"/> Female
31. <input type="checkbox"/> Adult <input type="checkbox"/> Juvenile (If Juvenile, Block 32 must be completed.)	32. How did juvenile come into possession of the firearm? <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> From personal residence. <input type="checkbox"/> From residence of relative. <input type="checkbox"/> While on school property. <input type="checkbox"/> From unknown person's property. <input type="checkbox"/> Other: _____ </div> <div> <input type="checkbox"/> From residence of friend or acquaintance. <input type="checkbox"/> From friend or acquaintance. <input type="checkbox"/> From family member. <input type="checkbox"/> Purchased from unknown person. </div> </div>			
ORIGINAL FIREARM PURCHASE INFORMATION (FIREARMS TRACE REPORT)				
33. Acquisition Date	34. FFL Name		35. FFL Number	
36. FFL Address		37. FFL City		38. FFL State
39. FFL Zip Code				
40. Purchaser Last Name		41. First Name		42. MI
43. Purchaser Address		44. City	45. State	46. Zip Code
POSSESSION OF FIREARM AFTER INITIAL PURCHASE				
47. Acquisition Date	48. Last Name		49. First Name	
50. MI				
51. Address		52. City		53. State
54. Zip Code				

Forward to the Department of State Police within 7 days after trace is completed.

GENERAL INFORMATION (1 through 5): self-explanatory

DESCRIPTION OF FIREARM (6 through 15):

6. Manufacturer: Enter the entire name shown on the firearm.
7. Type: Enter the NCIC Weapon Type Code (Refer to NCIC Code Manual)
8. Model: The model designation can be a letter or numerical designation, brand name, or a combination thereof.
9. Caliber or Gauge: Refer to NCIC Code Manual
10. Magazine or Cylinder Capacity: For revolvers show the number of cartridges which the cylinder will hold. For pistols show the magazine capacity, if possible. For derringers show the number of barrels.
11. Barrel Length: Measure revolvers from the muzzle to the face of the cylinder; pistols from the muzzle to the face of the bolt with the slide in the forward; derringers from the muzzle to the face of the bolt with the frame and barrel components locked. Measure to the nearest one-half inch and record in decimal point format. Example: 4.5 inches.
12. Finish: Enter the NCIC Weapon Color and finish code. Refer to NCIC Code Manual.
13. Serial Number: Include the letter prefix, suffix, code numbers, or letters over or under the serial number.
14. County of Origin: Check United States if applicable. Otherwise enter the NCIC Country Code. Refer to NCIC Code Manual. The National Tracing Center must have the name of the importer to complete the trace when the firearm was made by a foreign manufacturer and imported into the United States. Importer markings are usually found on the frame or barrel. If you are having problems locating or understanding the importer markings please contact the ATF Firearms Technology Branch for assistance.
15. Other Identifying Marks: Any markings, including grip medallion markings, proof-marks, grip composition and type. For semiautomatic pistol, indicate if exposed-hammer or hammerless type. For revolver, indicate if side-swing cylinder, top-break, or solid frame, with or without loading gate. Also indicate if with or without side-ejector housing. State if revolver has a spur trigger or trigger guard.

LAW ENFORCEMENT POSSESSION INFORMATION (16 through 19):

20. Law Enforcement Possession Date: Enter the date the firearm came into the possession of the law enforcement agency and check whether the firearm was seized, found, forfeited, or other. If other, enter a short description.
21. Disposition of Firearm: Example: destroyed, forfeited, returned to owner, etc. If this information is unknown at the time of completion of this form, please leave blank and notify the Firearms Transaction Center at a later date.
22. Crime Committed with Firearm: Use the appropriate Virginia Code Section. Example: 18.2-308.
23. Description under which the firearm came into possession of the law enforcement agency: self-explanatory

PERSON FROM WHOM FIREARM WAS TAKEN (20 through 32): self-explanatory

ORIGINAL FIREARM PURCHASE INFORMATION (FIREARMS TRACE REPORT) (33 through 46):

This information is obtained online from the Bureau of Alcohol, Tobacco, Firearms and Explosives at <https://www.atfonline.gov/etrace/>. The trace report may be attached to the SP-187 in lieu of completing blocks 33 through 46.

CHAIN OF POSSESSION OF THE FIREARM AFTER INITIAL PURCHASE (47 through 54):

Show the chain of possession after the original sale, listing names, addresses, and acquisition dates of all owners of the firearm if known. List only non-FFL and the most recent first. Attach additional paper if necessary.

FORWARD TO: **Criminal Firearms Clearinghouse**
 Department of State Police
 P.O. Box 85141
 Richmond, VA 23285-4141
 or
 FAX 804-674-2791

FOR ASSISTANCE: **State Police Firearms Transaction Center (804) 674-6761**